

4 APR 1961

Chief, Records Management Staff

THRU : Chief, Audit Staff
Director of Logistics

Schedule for Logistics Records [REDACTED]

Attached for comment or concurrence is a Records Control Schedule
for supply type records [REDACTED] a Type I, Accountable Activity.

JAMES A. GARRISON

CONCURRENCE:

Chief, Audit Staff

10 April 1961
Date

Chief, Records Management Staff

4/18/61
Date

Distribution:

- Orig - Return to OL
- ✓ 1 - RMS
- 1 - C/Audit Staff
- 1 - D/OC
- 1 - D/L Hold

OL/AS/R&S, [REDACTED] vhm/2461 (3 April 1961)

In conversation [REDACTED]
on 4/28/61, it was agreed that a
stated retention period is pre-
ferable to one contingent upon an
event, such as "audit" and
various interpretations of com-
pletion of this event. [REDACTED]
prefers three years retention on
the items qualified and has con-
curred in changes made to this
effect.

OL Records Officer

* Subject to condition that items listed under
2, 3, 4, 5, and 7 (Memo Receipts Records) will
not be destroyed until after audit.